



Rough and Tumble Engineers Historical Association, Inc., PO Box 9, Kinzers PA 17535 ~ 717-442-4249

EXHIBIT AGREEMENT

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Exhibit the below listed item or items at Rough and Tumble Engineers Historical Association, Inc. Under the conditions set forth on the back of the form. All pages of the agreement form must be signed by both parties. If there are other conditions of the agreement they must be listed on this form.

Exhibit Item(s): Please supply photographs for each exhibit item(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_  
Curator Committee Member

Signature: \_\_\_\_\_  
Exhibitor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Agreement Number:** \_\_\_\_\_

Exhibit Item (s) removed:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Items off premises for over one year will require a new exhibit agreement**

## EXHIBIT ITEM POLICIES

1. A signed exhibit form is required for each item on Rough and Tumble property that is not owned by Rough and Tumble Engineers Historical Association. Exceptions to the policy are as follows:
  - a. Items brought for display during all shows. Such items must be removed from the grounds in the days immediately following the show.
  - b. Items brought onto Rough and Tumble property which are to be stored in specific leased areas.
  - c. Items brought onto the grounds for sale during Rough and Tumble sponsored events.
  - d. Items brought onto the grounds to be used for the direct benefit of Rough and Tumble (e.g., grounds maintenance equipment)
2. The term of the exhibit agreement will be for one year from arrival of the item and will automatically renew unless either party notifies the other in writing that the agreement is to be terminated. If the conditions of the agreement are to be changed, a new agreement must be concurred in and signed by both parties.
3. Rough and Tumble has the right to require removal of any item at any time for the following reasons:
  - a. There is no current agreement in effect.
  - b. The item is not covered by the exceptions cited in paragraph 2.
  - c. The item presents a safety hazard to Rough and Tumble members, visitors and volunteers.
  - d. The item is in such poor condition that it cannot be moved to another location for display.
  - e. The item is not in operable condition, and no efforts are being made by the owner to restore the unit to operating condition.
  - f. The owner refuses to abide by item number 5 of this policy which requires that operable pieces be operation during Rough and Tumble show days.
4. In the absence of a current Exhibit Agreement, or upon termination of the existing Exhibit Agreement, as cited in paragraph 10, and upon notification by registered mail to the owner, Rough and Tumble maintains the right to dispose of the affected item. Disposition may be by sale or scrap.
5. If the item is of a type normally placed in operation during Rough and Tumble's regularly scheduled operation shows, the exhibitor agrees to operate this time for demonstration purposes or to permit its operation by a third party who is mutually acceptable to the exhibitor and the Association.
6. Additional criteria for items to be exhibited at Rough and Tumble by individual owners include:
  - a. The item shall generally meet the age and use criteria as those owned by Rough and Tumble (i.e., Farm, home, industry related).
  - b. The item shall either be in operating or static display condition. Exceptions shall require Curator Committee approval.
  - c. Rough and tumble shall determine if required space is available to store, display and preserve the item.
7. Rough and Tumble will carry liability insurance covering its grounds and the items on its grounds. Exhibitors may carry their own insurance (liability, fire, theft) on their owned items on the grounds. If carried, the insurance shall be noted on the exhibit form along with a copy of the insurance card (to be updated annually).
8. If an item is to moved within the grounds, or removed from the grounds, Rough and Tumble will not be responsible for the cost of moving unless an agreement is reached in advance. If the event the exhibit agreement is terminated the owner is responsible for moving the item from the grounds.
9. Items on Rough and Tumble grounds, covered by an exhibit agreement, may only be removed from the grounds after one or more of the following criteria are met:
  - a. The owner has signed for removal of the exhibit agreement.
  - b. The item temporarily removed for display at other shows.
  - c. Other arrangements have been made with the curator.
10. If the owner dies, or otherwise cannot receive the item personally, the estate or other third party must have proof of authority to receive the item. If Rough and Tumble is not notified of the death of the owner of the item within 180 days of death and/or a specific disposition agreement reached, the item becomes the property of Rough and Tumble.
11. The owner of the privately owned item shall sign a waiver releasing Rough and Tumble from any liability for injury, fire, theft, and/or damages.

"Rough and Tumble" and "the Association" refer to Rough and Tumble Engineers Historical Association, Inc.

## **Policies for Rough and Tumble Storage Buildings**

Rough and Tumble storage buildings shall be used to house and display artifacts which meet the criteria stated in the Rough and Tumble collection policy. Priority for space shall be given to Rough and Tumble owned artifacts. Placement of items in the buildings shall be done in a manner which allows for convenient viewing of the artifacts and which does not prevent movement of individual items into and out of the building without excessive removal of other items. Responsibility for maintaining order in the building's rests with the individual building committee chairman. Final authority rests with the Curator Committee.

### **BUILDING REGULATIONS:**

1. Owners of all privately owned machines are to comply with the Rough and Tumble Exhibit Item Policies.
2. Suitability and placement of items for display shall be determined by the affected building committee.
3. The building committee has the right to move machines within the building for the purpose of arranging the exhibits.
4. Private storage of machines within the building must be approved by the building committee. There will be no storage of "project" machines within the building without the express approval of the building committee. The building committee has the right to remove machines, which have not been approved by the committee, from the building
5. All equipment should be kept suitably clean for display purposes. Machines are not to be washed inside the building.
6. Rough and Tumble may require use of the building for other purposes during sponsored activities. If so, the building must be vacated by a date specified by the building committee, the shows committee or the Board of Directors. Machines not removed by the owner will be removed by the association.
7. All items must be identified with signs including the owner's name and product information on the back of this form. Signs will be provided by Rough and Tumble and are available in the Gift Shop.
8. Steam Traction engines may not be fired in the building. Steam engines must be cleared after firing, tubes cleaned, firebox emptied and boiler drained before storage in the building. Engines but be removed from the building before cleaning for inspection.
9. Rough and Tumble is not responsible for performing any preventative maintenance on privately owned machines.

**EXHIBIT ITEM DATA SHEET**

Please supply as much of the information requested as possible. PLEASE PRINT LEGIBLY

NAME OF MANUFACTURER: \_\_\_\_\_

LOCATION OF MANUFACTURER: \_\_\_\_\_

DATE OF MANUFACTURE: \_\_\_\_\_

HORSEPOWER, BORE AND STROKE: \_\_\_\_\_

ORIGINAL/REPRODUCTION/OTHER (SPECIFY): \_\_\_\_\_

WHAT WAS THE ITEM USED FOR: PLEASE SUPPLY AS MUCH INFORMATION AS POSSIBLE:  
DATE, DURATION OF PRIMAY USE, HISTORY OF THE ITEM, ETC.

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Owner (print): \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Insurance Carrier: \_\_\_\_\_

Please submit a copy of your insurance certificate to the Curator Committee

Signature: \_\_\_\_\_

Agreement Number: \_\_\_\_\_

Termination of exhibit agreement and removal from Association Grounds: Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Curator Committee

Signature: \_\_\_\_\_  
Owner

**WAIVER OF LIABILITY**

The undersigned agrees to in no way hold Rough and Tumble Engineers Historical Association, Inc., it's officers or members liable for fire, theft, and/or damage to the following item(s) while being stored on the Rough and Tumble grounds.

Please describe the item(s) as completely as possible, provide a serial number, manufacturer's identification numbers were applicable, Agreement number. Etc.

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Owners Name: \_\_\_\_\_

Owners Signature: \_\_\_\_\_

Address: \_\_\_\_\_

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Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Curator Committee Member Name: \_\_\_\_\_

Curator Committee Member Signature: \_\_\_\_\_